

REGULAR MEETING – MONDAY, APRIL 28, 2008
COUNCIL CHAMBERS AT CITY HALL – 500 CASTRO STREET
6:30 P.M.

1. **CALL TO ORDER**

The meeting was called to order at 6:30 p.m. by Bruce Karney.

2. **ROLL CALL**

Task Force Steering Committee Members Present: Steven Bishop, Yvonne Farrell, Sue Graham (6:39 p.m.), Deb Henigson, Cynthia Kapphahn, Bruce Karney, James Kempf, Aileen La Bouff, Marn Yee Lee, Ignacio Martin-Bragado and Janis Zinn.

Task Force Steering Committee Members Absent: Randy Potter (excused).

At-Large Members Present: John Carpenter, Cliff Chambers, Bruce England, Esperanza Sanz-Escudero, David Oliver and Gary Young.

General Public Present: Dan DeBolt.

City Staff Present: Steve Attinger, Environmental Sustainability Coordinator; and Joan Jenkins, Transportation and Policy Manager.

3. **ORAL COMMUNICATIONS FROM THE PUBLIC**

Deb Henigson indicated that Bill McDonough will not be physically present in Mountain View before the Task Force report is completed, but she may be able to arrange a prerecorded video or video conference with Mr. McDonough.

Bruce England mentioned a "wiki" tool that is good for collaborative editing and information gathering: <http://sustainablemountainview.pbwiki.com/>. Palo Alto is using this kind of wiki for their post-Task Force efforts. It costs \$10 per month and the Task Force should evaluate if it is useful for our purposes. Gary Young suggested that the wiki might be a platform for constructing the final report.

4. MINUTES APPROVAL

Motion—M/S Graham/La Bouff—Carried 11-1; Potter absent—Approve the minutes of the April 7, 2008 meeting.

5. NEW BUSINESS

5.1 RECOMMENDATION PRIORITIZATION METHODOLOGY

The Task Force discussed alternative methodologies for prioritizing recommendations for the City Council, including how to highlight the "low hanging fruit" and "highest CO₂ reduction" projects.

Motion—M/S Karney/Bishop—Carried 11-1; Potter absent—Prioritization of recommendations will be completed in each working group which should provide its top 10 recommendations with analysis. Any additional recommendations should be listed but not ranked and should not include analysis.

5.2 FINAL REPORT GUIDELINES

The Task Force discussed what and how much to include in the final recommendations report to the City Council. Steering Committee Member Zinn presented a sample template to use as a starting point for the discussion.

Motion—M/S Graham/Karney—Carried 11-1; Potter absent—Adopt the proposed template with the following modifications: (1) include title/concept and then working group name at the top; (2) include both fiscal and environmental impacts; (3) include obstacles and recommended partnerships; (4) move resources and contacts to an appendix; and (5) eliminate the topic and stakeholder sections.

5.3 TASK FORCE BUDGET

The Task Force reviewed the budget, including how much had already been spent or earmarked and what other items should be included.

Motion—M/S Graham/Zinn—Carried 11-1; Potter absent—Approve the budget as depicted in Attachment 1.

5.4 APRIL 21 PUBLIC INPUT MEETING

The Task Force debriefed the April 21, 2008 public input meeting, including what worked well and what could be improved.

Motion—M/S Zinn/Graham—Carried 11-1; Potter absent—For the May 19, 2008 public input meeting, approve: (1) hiring the City's Spanish, Chinese and Russian interpreters; (2) having refreshments; (3) using biodegradable utensils; (4) having recycling containers; and (5) having signs indicating the name of each group and flip chart paper for additional notes.

5.5 OVERALL SUSTAINABILITY

The Task Force discussed the overall definition of sustainability and how to incorporate the concept into the recommendations. Steering Committee member Kapphahn offered various definitions to help focus the discussion. Steering Committee member Martin-Bragado, who chairs the Sustainable Quality of Life Group, volunteered to review other groups' recommendations for long-term sustainability.

5.6 CITY GREEN BUILDING POLICY

Joan Jenkins explained that the City Council approved the following requirements during its March 25, 2008 meeting:

- Recognize and adopt the U.S. Green Building Council's LEED rating system and Build It Green's GreenPoint rated system as the official building standards for Mountain View.
- Require all development applications to include a LEED or GreenPoint checklist.

Regarding standards for City buildings, the Council referred the item to the Environmental Sustainability Task Force for a recommendation.

Motion—M/S Kempf/Farrell—Carried 11-1; Potter absent—Approve referring to the Built Environment working group a recommendation to the Council on green building standards for City buildings.

6. TASK FORCE STEERING COMMITTEE/STAFF COMMENTS, QUESTIONS AND REPORTS

Steve Attinger explained that the City is beginning a General Plan update process and is looking for volunteer "outreach ambassadors" to conduct public input visioning sessions among various community groups. The City will provide training to ambassadors and would like to receive some community group feedback, including the Task Force, before the first formal public input meeting on June 7, 2008 from 9:30 a.m. to 12:30 p.m. Additional community input will be solicited in June and July. Any Task Force member interested in being an outreach

ambassador should contact Martin Alkire, Principal Planner, at the City of Mountain View at (650) 903-6306 or *martin.alkire@mountainview.gov*.

The Task Force agreed to the following schedule of working group presentations. Each group should briefly highlight their top 10 recommendations:

- June 3—Communications (1), Transit and Transportation (2) and Baseline (3).
- June 9—Suburban Natural Ecosystems (7), Land Use (13) and Sustainable Quality of Life (14).
- June 16—Energy (4), Built Environment (5) and Waste (8).
- June 23—Adaptation to Climate Change (6)d and Water (9).

7. **ADJOURNMENT**

The meeting was adjourned at 10:00 p.m.

SA/9/PWK
916-04-28-08mn-E^

April 28, 2008 Environmental Sustainability Task Force Steering Committee Meeting, Agenda Item 5.3

Mountain View Environmental Sustainability Task Force Budget

Budget	\$ 30,000
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EXPENSES

Operational

Building Attendant for meetings	810	350
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\$ 810	\$ 350
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Publicity

Mountain View Voice ads (5)	5,000	2,100
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Collateral	400	400
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Printing	400	
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Interpreters for 4/21 meeting	125	116
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Interpreters for 5/19 meeting	125	
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Site rental for 5/19 meeting	225	
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Office supplies for 5/19 meeting	50	
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Median signs	400	
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\$ 6,725	\$ 2,616
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Final Report

Research	2,500	
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Cost-benefit analysis	5,000	
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Editing/proofreading	3,000	
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Printing + CD creation	3,000	
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\$ 13,500	\$ -
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Miscellaneous

Miscellaneous expenses	400	
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Wiki and domain hosting	100	
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Bill McDonough presentation	1,200	
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\$ 1,700	\$ -
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Total Expenses

\$ 22,735	\$ 2,966
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